

August 8, 2003

SouthEast Academy of Scholastic Excellence
Ms. Nadia Casseus, Principal
645 Milwaukee Place, SE
Washington, DC 20032

Dear Ms. Casseus:

We want to thank you and your staff for the effort and cooperation provided to gather the necessary information to complete the nutritional analysis of your school menu. The purpose of this School Meal Initiative (SMI) review is to measure the progress you have made in providing healthy meals that meet the USDA nutrition goals for the School Breakfast and National School Lunch Programs (7 CFR 210.10).

The SMI review includes checking for compliance with the meal pattern; completeness of production records; and a detailed computerized nutrient analysis of the meals you serve. It is expected that the nutrient content of your menus averaged over the course of a week be in compliance with the nutrient standards USDA has established. The assessment was made for the Traditional Meal Pattern with the nutrient standards established for grades 4 through 12.

Key highlights from your review:

- The meal pattern requirements for portion sizes and components are being met both daily and weekly.
- Your menu has good variety during the week.

Production records provided by you differed in items offered and portion sizes compared to the production sheets provided by the caterer for the week of review. The information from the production records provided by your school was used in the analysis. This may have an affect on the accuracy of the nutritional analysis of your menus. See the Plan of Action below for more information on production records.

Based on the documentation you provided, the analysis for the week of review indicates your menus are low in Calories. The attached nutrition profile shows you the results of the menu analysis, and a comparison of the nutritional analysis with the USDA nutrition standards. The USDA regulations do not have specific standards for cholesterol, fiber, or sodium, but do require that over time cholesterol and sodium are lowered and fiber is increased. Future SMI reviews of your menus will evaluate these three nutrients.

The following Plan of Action reports on the observations of the review and provides recommendations for modifications to enhance your record keeping, to improve the nutrition profile of your menus, and to ensure regulatory compliance. Since you have your meals vended from GFS Catering, Inc., you will need to coordinate with them to make any necessary changes.

Plan of Action Meal Pattern and Nutrition Standards Compliance	
Observations/Finding	Recommendations
Production Records accurately completed not available during on-site visit. School provided production records differed from caterer production/delivery tickets. It is a requirement of the federal regulations (7CFR 210.10 (a)(3)) to maintain complete production records.	<ul style="list-style-type: none"> • Production records with <u>planned numbers</u> for each item, including milk and condiment varieties, should be accessible before each meal service. The planned number reflects an estimate of how much of each menu item is expected to be taken – if only 50 students out of 100 are expected to take mayonnaise for a sandwich, then that is the planned number that should be recorded. • Served numbers and leftover numbers need to be recorded at the end of meal service to ensure accuracy. • The caterer needs to assist you in maintaining accurate production records.
Only one type of milk served at lunch. Federal regulations (7CFR 210.10 (m) (1) requires a variety of milk be served.	Serve an assortment of 1% white milk, 1% chocolate milk, or nonfat milk at lunch.
The combined analysis of breakfast and lunch show that the Calories are low at 586, which is 84% of the target value 694 Calories. Lunch is a high contributor to this deficiency. The daily average Calories for lunch are 612 Caloriess, which is 78% of the target value 785 Calories.	<ul style="list-style-type: none"> • Increase vegetable and fruit portion sizes. • Offer more grains/breads each day, without adding fat to them. Graham crackers, breadsticks, pretzels, and low fat grain-based desserts will add calories without adding extra fat.

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These types of changes will help you meet the nutrition standards with all your menu planning efforts. Review the enclosed handout *Tips on Menu Modifications for Healthy School Meals* for further menu planning information. If you have any questions regarding your SMI review, please contact the State Education Office at 727-6436, or Linda Rider or Nicole Carmichael at CN Resource, 1-888-546-3273.

Sincerely,

Dr. Cynthia Bell
State Director

cc: Steve Milan
Evelyn Wooden, Foodservice